



DEPARTMENT OF ENVIRONMENTAL PROTECTION
Division of Land Use Regulation
P.O. Box 420
Mail Code: 501-02A
Trenton, NJ 08625-0420
Tel. # 609-777-0454
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CHRIS CHRISTIE
Governor
KIM GUADAGNO
Lt. Governor

BOB MARTIN
Commissioner

APPLICATION FOR AN EXEMPTION TO A CAFRA PERMIT

CHECKLIST FOR ADMINISTRATIVE COMPLETENESS

April, 2014

Development that is exempt from CAFRA requires **NO** certification or approval from the Department, except as may be required by other programs administered by the Department. These are the submission requirements for an administratively complete application package for an exemption letter. Please read each section and check each area after you have fully completed or compiled the information for each applicable requirement. Visit our website at www.nj.gov/dep/landuse for additional help and information.

- ☐ 1. For an exemption for a development which has received: (i) preliminary site plan approval, (ii) final municipal building or construction permit, or (iii) residential preliminary or minor subdivision approval on or before July 19, 1994, the following shall be submitted:
 - ☐ A. A completed LURP-2 application form;
 - ☐ B. A folded copy of the approved site plan or subdivision plan and a copy of the resolution approving the site plan or subdivision; or a copy of the building permit and approved plan and soil conservation district approval where required;
 - ☐ C. Permit review fee of \$300.00 (Payable to: Treasurer State of New Jersey, Environmental Services Fund)
 - ☐ D. In the event that the final municipal building or construction permit expired and the permit was renewed or a new permit was obtained for the same project, the development will remain exempt provided construction began by July 18, 1997. To make a determination, the applicant must submit documentation that the new or renewed permit authorized the same construction as the original permit, such as a copy of the original building permit with approved plan and soil conservation district approval where required and a copy of the new building permit with approved plan depicting the exact development as the original.
- ☐ 2. For an exemption for a development for: (i) reconstruction of a development legally existing and damaged subsequent to July 19, 1994, (ii) or enlargement which does not enlarge the footprint or increase the number of dwelling units or commercial parking spaces, or (iii) the construction of a patio, deck or similar structure at an existing residential development, the following shall be submitted:
 - ☐ A. A completed LURP application form;

- ☐ B. Plans showing the existing structures and site conditions with locations and dimensions, and all proposed structures, filling, grading, excavation and clearing;
- ☐ i. For exemptions based on damage due to fire, storm, natural hazard or Act of God, the site plans submitted shall also indicate all pre-existing structures to be rebuilt and documentation it existed on July 19, 1994.
- ☐ C. Photographs of the site;
- ☐ D. A check or money order for \$300.00 (Payable to: Treasurer-State of New Jersey, Environmental Services Fund)

SEND APPLICATION TO:

Postal Mailing Address

NJ Department of Environmental
Protection
Division of Land Use Regulation
P.O. Box 420, Code 501-02A
Trenton, New Jersey 08625-0420
Attn: Application Support

Street Address (Courier & Hand Carry Only)

NJ Department of Environmental Protection
Division of Land Use Regulation
501 East State Street
Station Plaza 5, 2nd Floor
Trenton, New Jersey, 08609
Attn: Application Support